

Educator Effectiveness Program Manager

PURPOSE

This position reports to the Chief Planning and Policy Officer and provides staff support to facilitate the State Board of Education's governance of Idaho's public K-20 school system. The primary responsibility for this position is to work with issues related to the quality and effectiveness of the educators in the state's public K-12 school system, including preparation of teachers at the postsecondary level.

KEY RESPONSIBILITIES

- Liaison with K-12 education stakeholder groups on policy issues related to teacher preparation, certification, evaluation, professional development requirements, and other issues regarding educator effectiveness.
- Manage federal programs related to teacher/educator effectiveness, including Title II reporting
- Coordinate Board-level teacher preparation and certification oversight
- Identify issues impacting the availability and quality of educators in the state educator pipeline and work with diverse stakeholder groups
- Coordinate Science, Technology, Engineering and Math (STEM) education initiatives

PRINCIPAL ACCOUNTABILITIES

Program Management

- Develop recommendations for state policy amendments regarding K-12 educator preparation, quality and certification, including professional development.
- Monitor compliance with Idaho statutes, Administrative Code, and Board of Education Governing Policies and Procedures applicable to K-12 education and teacher/educator preparation programs.
- Oversee management of projects and/or grants related to teacher preparation, and assessment and evaluation, including state federal grants. This may include writing grant proposals or sub-grant proposals and related documents, overseeing budgets, working with various groups and legal counsel regarding subcontract issues, participating in national meetings, preparing annual work plans and federal reports and overseeing cost sharing requirements.
- Monitor teacher preparation program effectiveness and appropriateness.
- Participate in national groups and activities related to teacher preparation and evaluation.
- Oversee and coordinate the activities in the development of teacher preparation programs in Idaho's higher education system, including coordination of various advisory groups and ad hoc committees. This includes periodic reports to the Board and others on progress of implementing enhancements in educator preparation programs.
- Work with other staff in identifying areas for targeted educator professional development, including comprehensive literacy standard requirements, college and career advising, and teacher evaluations.
- Liaison with the Professional Standards Commission and State Department of Education staff regarding teacher/educator preparation program and certification.

STEM Education

- Work with various groups to develop recommendations regarding K-20 STEM education initiatives including implementation and amendments to the Board's STEM education strategic plan.
- Work with various levels of the public education system (K-20) on Board STEM education initiatives including coordination of K-12 and postsecondary STEM education and educator professional development initiatives.
- Coordinate with various state agencies regarding STEM education initiatives.

MINIMUM QUALIFICATIONS

- Bachelor's degree from an accredited institution with emphasis in related field or a combination of education and experience that is substantially equivalent
- 5 years' experience in the field of education and or public policy
- Experience working with diverse groups to build consensus
- Excellent written and verbal communication skills
- A demonstrated willingness to work cooperatively as a team member
- Knowledge of federal compliance requirements (e.g. Elementary Secondary Education Act and Higher Education Act)
- Ability to exercise a high degree of independent decision-making and initiative within a professional work environment
- Ability to prioritize activities and assignments and meet deadlines with complete and accurate work
- Openness to new assignments that requires initiative and strong cognitive and organizational skills
- Experience in project management

General Salary Range: \$55,000 – 58,000

TO APPLY:

Submit;

1. A letter of interest that describes your qualifications and background
2. A resume
3. The names and contact information for three professional references

Send the above information to the attention of Alan Schoenwald at:

hr@osbe.idaho.gov (preferred)

OR

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